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Resmarcher Session 1961 U. S. DEPT. OF AGRICULTURE LIPRORY evening APR 2 6 1961 courses CURRENT SERIAL RECOR REGISTER MAY 29-JUNE • Courses for High School and College Graduates • Training for Federal Employees

GRADUATE SCHOOL • U. S. DEPARTMENT OF AGRICULTURE Independence Avenue, between 12th and 14th Streets, Southwest, Washington 25, D. C.

REGISTER MAY 29-JUNE 3-Room 1031, South Building

Monday-Friday 9-6:15 p.m. Saturday 9-4 p.m.

GENERAL INFORMATION

Classes begin during the week of June 5 and continue for 10 weeks unless otherwise stated in the schedule. All classes meet in the evening. The class rooms are air-conditioned.

Procedures: Registration must be completed in person, or by someone acting for the registrant. Registration may not be completed by mail. Transcripts of previous educational records are not required, but graduation from high school or the equivalent is the general prerequisite for all courses. In addition, the more advanced courses have specific prerequisites. These are listed in the course descriptions contained in the catalog. Copies of the catalog are available in the personnel and training offices of agencies of the Federal Government and in the Graduate School office.

Fees: The charge for tuition is ordinarily \$12 for each credit hour, payable at the time of registration. Arrangements can be made to pay one half of the tuition at that time, in addition to a \$1.00 service charge. The second payment is due by June 16.

Late Registration: After June 3, a \$2.00 late registration fee is charged for each course. Late registrations will be accepted through June 9.

Course Transfers: Until June 9, students may transfer from one course to another without extra charge. After that date, there is a transfer fee of \$1.00. Transfers may be made only with the permission of the Registrar.

Credit-Audit Changes: The deadline is July 7.

Academic Credit: Any student wishing to receive academic credit elsewhere for Graduate School courses should consult in advance with the college or university in which he plans to take a degree.

Veterans: Veterans who are applying for entrance to the Graduate School for the first time under Public Law 550 or 634 are urged to consult with the Registrar well in advance of registration week.

Textbooks: Textbooks can be purchased at the Graduate School Bookstore, Room 1023, South Building, during the following hours:

Registration Week, May 29-June 3 Monday-Friday 1-6:30 p.m. Saturday (June 3): 9-4 p.m. First week of classes: June 5-9 Monday-Friday 1-6:30 p.m. June 12-23 Monday-Friday 4:30-6:15 p.m.

After June 23 Monday-Friday 4:30-5:30 p.m.

Withdrawals and Refunds: When a student withdraws from a course, a refund is granted in accordance with the following schedule:

Through June 9, tuition less \$5.00 for each course June 12-16, 60 per cent of the total tuition June 19-23, 50 per cent of the total tuition

Notice of withdrawal must be made in writing to the Graduate School office. Forms are available for that purpose. Refunds are computed as of the date that notice of withdrawal is received in the Graduate School office.

Parking: Students and faculty may park after 5:45 p.m. in three parking courts on the east and south sides of the Administration Building. There is also space on the Mall, north of the Administration Building.

Cafeteria: The cafeteria in the fourth wing of the South Building is open from 5:00 to 6:30 p.m. A pass is required until 5:30.

Business Office Hours: The Graduate School office Room 1031, South Building, 14th Street and Independence Avenue, S.W., Washington 25, D. C., is open from 9:00 a.m. to 6:15 p.m. Monday-Friday. Telephone: DUdley 8-6337.

No. Course Title (Cr.) Instructor Day Time Fee Catalog Page

BIOLOGICAL SCIENCES

1-215 Systematic Botany of Wild Flowers (non-credit) Cowan Th 6:10-9 \$24 p. 16

1-699 Workshop in Natural Science Teaching Techniques (3) Gebler W 6:10-9 and 4 field trips \$36 and \$5 laboratory fee p. 17

LANGUAGES AND LITERATURE

English-Grammar and Writing

2-35 English for Secretaries-Rapid Review (non-credit) Jones Th 6:10-9 \$24 p. 21

2-95 Improving Reading Ability (non-credit) Cherry Tu-Th 6:10-8 \$36 and \$15 laboratory fee p. 22

2-112 Practical English Usage (2) Jones Tu 6:10-9 \$24 p. 22

2-119 Vocabulary Building (2) McMillan W 6:10-9 \$24 p. 22

Literature

2-331 Significant Books of the Twentieth Century (2) Ruppert Tu 6:10-9 \$24 p. 25

Library Techniques

2-139 Cataloging and Classification II (2) Cunningham Tu 6:10-9 \$24 p. 28

Speech

2-236 Remedial Speech (2) Chambers M 6:10-9 \$24 p. 30

Foreign Languages

2-63 Main Languages of the World (non-credit) Ornstein W 6:10-9 \$24 p. 31

French

2-68 Reading French—Grammar Review and Vocabulary Building (non-credit) Vican Tu 6:10-9 \$24 p. 31

2-87 French for Travelers (non-credit) Bargin Th 6:10-9 \$30 p. 31

2-253B Elementary French (Second Half) (3) Bargin M-W 6:10-8:10 \$36 p. 31

German

2-66 Reading Scientific German (non-credit) von Luttichau Th 6:10-9 \$24 p. 32

2-88 German for Travelers (non-credit) von Luttichau Tu 6:10-9 \$30 p. 32

Russian

2-45 Review of Elementary Russian (non-credit) Scala Th 6:10-9 \$24 p. 33

2-295A Elementary Russian (First Half) (2½) Scala W 6:10-9 \$30 p. 33 (11 weeks)

2-295B Elementary Russian (Second Half) (2½) Fediay M 6:10-9 \$30 p. 33 (11 weeks)

Spanish

2-83 Basic Conversational Spanish (non-credit) Otero M 6:10-9 \$30 p. 33

2-84 Conversational Spanish II (non-credit) Otero Tu 6:10-9 \$30 p. 33

MATHEMATICS AND STATISTICS

Mathematics

3-2 Review of Calculus (non-credit) Ellis Tu-Th 6:10-8:10 \$36 p. 37

3-8 Elementary Algebra (non-credit) Schrimper M 6:10-9 \$24 p. 38

3-104 Trigonometry (2) Stearn Tu 6:10-9 \$24 p. 38

3-206B Calculus (Second Half) (4) Mitchell M-W 6:10-9 \$48 p. 38

3-730 Theory of Graphs (3) Saaty M-F 6:10-8:10 \$36 (Theory of graphs with applications to mathematics and operations research. Linear programming in terms of network flow. Intuition aided by geometry of graphs.

Prerequisites: Elementary background in set theory and some experience with mathematical concepts. Rudimentary knowledge of matrices desirable.)

Statistics

3-126A Introductory Statistics (First Half) (2) Rauchschwalbe Th 6:10-9 \$24 p. 41

3-126B Introductory Statistics (Second Half) (2) Rauchschwalbe Tu 6:10-9 \$24 p. 41

3-565A Data Processing on Electronic Computers Univac II (First Half) (2) Shimkus W 6:10-9 \$24 p. 44

	OFFICE TECHNIQUES AND OPERATIONS
Admini	strative Procedures
4-101	Everyday Mathematics (2) Mouser Tu 6:10-9 \$24 p. 48
3-8	Elementary Algebra (2) Schrimper M 6:10-9 \$24 p. 38
4-108	Administrative Procedure (2) Hickey M 6:10-9 \$24 p. 48
Shortha	nd nd
4-89	Review of Gregg Shorthand (Anniversary) 60-90 Words (non-credit) Dressel Tu-Tr 6:10-8:10 \$36 p. 52
4-129	Gregg Shorthand Simplified I (3) Dressel M-W 6:10-8:10 \$36 p. 52
4-130	Gregg Shorthand Simplified II (3) Cerine Tu-Th 6:10-8:10 \$36 p. 53

Data Processing on Medium-Sized Electronic Computers—IBM650 (Second Half) Taylor W 6:10-9 \$24 p. 45

Course Title (Cr.) Instructor Day Time Fee Catalog Page

3-567A Data Processing on Medium-Sized Electronic Computers—IBM650 (First Half)

PUBLIC ADMINISTRATION

Gregg Shorthand 100-120 Words (3) Butler M-Th 6:10-8:10 \$36

Gregg Shorthand Simplified 60-80 Words (3) Bell M-Th 6:10-8:10 \$36 p. 53

6-352A	Principles of Accounting	(First Half) (3) Carter Tu-Th 6:10-9 \$36 p. 77
6-352B		(Second Half) (3) Levenberg and Marshall M-Th 6:10-9
	\$36 p. 78	SOCIAL SCIENCES

SOCIAL SCIENCES

7-210 General Psychology (3) Fitzpatrick Tu-Th 6:10-8 \$36 p. 89

TECHNOLOGY

8-70	Popular Photography (non-credit	McCullough	w 6:10-9	\$24 p.	105	
8-320	Pencil Sketching and Water Color I	Painting (2)	Cupoli M-	W 6:10-8	\$30	p. 103

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Zeller Th 6:10-9 \$24 p. 45

No.

3-567B

4-225 4-227

GRADUATE SCHOOL

WASHINGTON 25, D. C.



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